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Approved For Release 2005/06/22 : CIA-RDP79-00434A000100020002-6

PROPOSED FUNCTION OF THE PROGRAM COORDINATION DIVISION

I. GENERAL

The Program Coordination Division of the Medical Office under direction of the Chief, Medical Staff, is responsible for all training related to medical subjects within the Agency; research and development pertaining to medical subjects and liaison of the Medical Office as defined by Agency regulations.

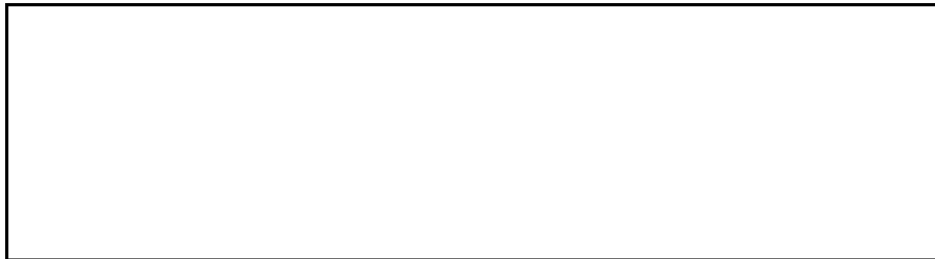
II. TRAINING

A. Medical Office Personnel

The Program Coordination Division will be responsible for directing the training of physicians, technicians, nurses and clerical personnel.

B. Agency Staff Personnel

1. The Program Coordination Division will be responsible for directing the training of Agency Staff personnel as requested by the Office of Training in the following subjects:



25X1A

e. First Aid Courses

f. Other subjects, as requested, related to medicine

2. Requests from Agency components other than the Office of Training in all of the above-listed subjects.



25X1

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III. RESEARCH AND DEVELOPMENT

A. The Program Coordination Division will be responsible for conducting such valid research projects as may be requested by the Medical Office or other Agency components.

B. In coordination with OCD, the Program Coordination will be responsible for maintaining Branch Library 3, which constitutes the Medical Library of the Agency.

C. The Program Coordination Division will be responsible for the medical aspects of emergency planning within the Agency and as requested by the Emergency Planning Officer of the Security Office.

IV. LIAISON

The Program Coordination Division will be responsible for maintaining such liaison as may be required by the Medical Office and in accordance with appropriate Agency regulations.

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